

August 8, 2003

Oak Hill Youth Center  
Mr. Arthur Linder, Principal  
3201 Oak Hill Drive  
Laurel, MD 20707

Dear Mr. Linder:

We want to thank you and your staff for the effort and cooperation provided to gather the necessary information to complete the nutritional analysis of your school menu. The purpose of this School Meal Initiative (SMI) review is to measure the progress you have made in providing healthy meals that meet the USDA nutrition goals for the School Breakfast and National School Lunch Programs (7 CFR 210.10).

The SMI review includes checking for compliance with the meal pattern; completeness of production records; and a detailed computerized nutrient analysis of the meals you serve. It is expected that the nutrient content of your menus averaged over the course of a week be in compliance with the nutrient standards USDA has established. The assessment was made for the Traditional Meal Pattern with the nutrient standards established for grades 7 through 12.

Key highlights from your review:

- The meal pattern requirements for portion sizes and components are being met both daily and weekly.
- Your menu has good variety during the week.

Production records with planned numbers for all menu items, including condiments and milks, were not available. Instead, total daily item usage provided by you was used for all menu items for the analysis. This does have an effect on the accuracy of the analysis of your menu. See the Plan of Action below for more information on production records and planned numbers.

Based on the documentation you provided, the analysis for the week of review indicates your menus are elevated in total calories. The attached nutrition profile shows you the results of the menu analysis, and a comparison of the nutritional analysis with the USDA nutrition standards. The USDA regulations do not have specific standards for cholesterol, fiber, or sodium, but do require that over time cholesterol and sodium are lowered and fiber is increased. Future SMI reviews of your menus will evaluate these three nutrients.

The following Plan of Action reports on the observations of the review and provides recommendations for modifications to enhance your record keeping, to improve the nutrition profile of your menus, and to ensure regulatory compliance.

<b>Plan of Action</b> <b>Meal Pattern and Nutrition Standards Compliance</b>	
<b>Observations/Finding</b>	<b>Recommendations</b>
No production records. It is a requirement of the federal regulations (7CFR 210.10 (a)(3)) to maintain production records.	Production records with planned numbers must be kept. All menu items, including varieties of milk and all condiments need to be recorded with planned, served and leftover numbers recorded. The planned number reflects an estimate of how much of each menu item is expected to be taken – if only 50 students out of 100 are expected to take mayonnaise for a sandwich, then that is the planned number that should be recorded. These records must show how the meals contribute to the required food components, and how the meals contribute to the nutrition standards.
Calories are high: Combined = 1095 Calories, which is 152% of the target of 722 Calories.	The increasing trend of obesity in our children requires excess calories offered to children should be avoided. The caloric level established by USDA is appropriate for the age range of youth in your facility, and the meal offered should still fall within this USDA guideline. In order to reduce the calories, control portions and number of food items offered within a meal.
Only one type of milk served at lunch. Federal regulations (7CFR 210.10 (m) (1) requires a variety of milk be served.	Serve an assortment of 1% white milk, 1% chocolate milk, or nonfat milk at lunch.

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These types of changes will help you meet the nutrition standards with all your menu planning efforts. Review the enclosed handout *Tips on Menu Modifications for Healthy School Meals* for further menu planning information. If you have any questions regarding your SMI review, please contact the State Education Office at 727-6436, or Linda Rider or Nicole Carmichael at CN Resource, 1-888-546-3273.

Sincerely,

Dr. Cynthia Bell  
State Director

cc: Mr. Gordon, Food Operations Director